September 8, 2010

Dear Bill,

Thanks for your background work related to today’s Senate meeting.

I have a request regarding the resolution on resolutions that was passed today by the senate.

I ask that the Dean of Faculty Office:

1) Ensure that every resolution is clear as to whom the resolution is addressed and who needs to respond. This specific resolution itself does not mention to whom it is addressed nor who should respond.

2) Keep track of all resolutions and recommendations from all faculty standing committees and keep track if the appropriate person has responded. If the appropriate person does not respond, then your office should send a reminder. I would suggest that your office notify the recipient when the resolution is passed and indicate how long they have to respond and then send a reminder 1 week or so in advance of the 45 day deadline. The responder should copy your office on their response.

3) Be the maintainer of the web site mentioned in the resolution. If I understand the resolution correctly, all resolutions by all faculty standing committees will be publicly posted on this web site and the responses to those resolutions will be publicly posted. Thus, if the CALS senate passes a resolution intended for the CALS Dean, then that resolution and the CALS Dean’s response will be posted on this web site.

Thanks,

Kent